

SHADE TREE REGULAR MEETING MINUTES
April 9, 2018

Meeting Called to Order: 7:00 p.m.

Members in Attendance: K. Halpin, S. McDonald, S. Marr, G. Pohorely
Absent: 0

MINUTES:

Regular Meeting

The Washington Borough Shade Tree Commission Meeting was called to order and the “Open Public Meetings Act” read into the Record. The meeting was duly advertised and posted on the Bulletin Board for Monday, April 9, 2018. A Motion was made by S. Marr and seconded by S. McDonald that the amended minutes be approved for the meeting of March 12, 2018.

Ayes: 3, Abstain: 1
Motion Carried

COMMUNICATIONS:

OLD BUSINESS:

1. CSIP Grant - G. Pohorely reported that the trees have been ordered by Sunshine Tree and Landscape. He will continue to update the Commission when the trees are available and when the planting can be scheduled.
2. Tree City USA Renewal - The Shade Tree Commission’s reapplication has been approved for 2017. The recognition packages will be mailed from Trenton to all municipalities that were approved. S. Marr should be receiving the Borough’s package before the May 8th Shade Tree meeting.
3. Community Forestry Management Plan – Consulting Arborist, Paul Cowie emailed a checklist for the Commission in order to prepare the next 5 Year Community Forestry Management Plan. Some of the required information (Shade Tree Ordinance, Accomplishment Report, Tree Inventory and Program Administration) were previously sent to him. The checklist also covers subjects for discussion. K. Halpin suggested that the Commission review those topics on their own, so they can be addressed at the May Shade Tree meeting.
4. Arbor Day Update – G. Pohorely stated that the event will take place on April 23rd at Taylor Street School. Mayor, David Higgins will also be in attendance to read the Arbor Day Proclamation and “Johnny Appleseed” to the students.
5. Maintenance Quotes – The proposal for the (3) tree removals and (2) evaluations was reviewed by the Commission. K. Halpin recommended that the tree removals should not include the stumps. The stumps can be removed at a later time, depending on the

remaining budget. G. Pohorely will also check the Sugar Maple at 190 Broad Street, since the proposal recommends pruning larger deadwood and inspect the tree. It was presumed that the tree may need to be removed, once the crew is at a higher level to inspect it further. A Motion was made by S. Marr and seconded by S. McDonald that Sunshine Tree & Landscape do the maintenance work without removing the stumps. This Motion also relies on G. Pohorely's report of his observations at the 190 Broad St tree.

Ayes: 4, Nays: 0
Motion Carried

S. McDonald recommended posting requests for future Shade Tree maintenance quotes on the Washington Borough website. This would encourage a wider range of vendor responses for the Commission to review.

6. Amended Ordinance for Sidewalk Repair – K. Halpin suggested that Arborist Consultant, Paul Cowie assist the Commission with adding the sidewalk repair paragraph to the Shade Tree Ordinances. This is a good opportunity since he is updating the Community Forestry Management Plan.
7. Forms for Tree Related Concerns- K. Halpin brought samples of concerned citizen forms that are used in other towns. The Commission discussed the format that would be most beneficial for the public to report tree related questions. It was suggested that a college student create the form for the Shade Tree webpage as an internship project. This topic will be discussed further at the May 8th Shade Tree meeting.
8. Right Tree/Right Place Seminar – This was a free seminar offered on April 6th at the Hank Gallo Community Center. DPW Supervisor, Jonathan James and Darryl Wright attended the seminar and received the required 8 CEU's that are necessary for Approved Status under the NJ Shade Tree and Community Forestry Assistance Act.

NEW BUSINESS:

1. 2018 Shade Tree Budget – The Washington Borough Council established the 2018 department budgets. The Commission's request for an additional \$500 was approved. This will allow the Shade Tree Commission an adequate amount of funds to proceed with their proactive efforts to maintain town trees. The Commission intends to pursue any grants that are available in order to supplement their expenses for other projects.

ADJOURNMENT:

Hearing no further business before the Commission, it was moved by S. McDonald and seconded by S. Marr that the meeting be adjourned at 8:00 p.m.

Ayes: 4, Nays: 0
Motion Carried

Respectfully submitted,

Susan Fleming